commission for children and young people and child guardian

Application process for disability service providers...

I work with children with a disability.

Is the work covered under the blue card system?

No

Please note that if you **only** work with adults with a disability, you are not screened by the blue card system.

If you work for a service provider funded under the *Disability Services Act 2006*, please refer to the Department of Communities' website at **www.communities.qld.gov.au** for information about the yellow card system.

The Commission can only screen for activities that are regulated by the Commission's Act. If the work is not covered by the blue card system, the person does not require a blue card and the Commission is unable to screen the applicant.

Yes

For more information about the specific categories of regulated employment and business, go to **www.bluecard.qld.gov.au**

The categories include:

- health, counselling and support services (including disability services)
- sport and active recreation
- schools
- child protection, and
- residential facilities.

Does an exemption apply?

There are a number of instances where a person may be exempt from requiring a blue card. These might include:

- registered teachers or police officers, and
- registered health practitioners.

Please check the specific category that is relevant to your work. See the full list of exemptions at **www.bluecard.qld.gov.au**

Yes

If an exemption applies, you do not require a blue card.

Please note: Registered teachers and police officers should apply for an exemption card by submitting an *Exemption card application form*.

If you were engaged by a service provider funded under the *Disability Services Act 2006* and you work with adults, you may require a yellow card. Please contact the Department of Communities for information about your yellow card requirements.

No

A blue card is required.

Yes

If you are a person carrying on a regulated business as a funded non-government disability service provider...

Please complete a *Disability services business (DSB) application form* and lodge it with the prescribed fee with the Commission.
You will need a blue card before you commence carrying on a regulated child-related business.

Are you engaged by a service provider funded under the *Disability Services Act 2006* and do you also work with adults?

Yes

If you are engaged by a funded disability service provider and work with children and adults with a disability...

Please complete a **Blue card and yellow card exemption (Y) application** form.

If you are a paid employee...
you can commence work once this application has been lodged with the Commission with the prescribed application fee.

If you are a volunteer or trainee student...
you cannot commence child-related work until you hold a valid blue card.

Your application for a yellow card exemption is not deemed to be lodged with the Department of Communities until the Department has received advice from the Commission confirming that a blue card has been issued.

No

The Commission has created specific blue card application forms for disability service providers.

If you are a paid employee who only works with children with a disability...
Please complete a *Disability services (DS) blue card application form* and lodge it with the prescribed application fee. You can commence work once this application has been lodged with the Commission.

If you are a volunteer or student who only works with children with a disability...
Please complete a *Disability services (DS) blue card application form*. There is no fee for volunteer and student applications. Volunteers and trainee students must not commence child-related work until they hold a valid blue card.

Please lodge the completed application form to the Commission in person, by post or by fax.

The employer listed on the application form will now receive any relevant updates about the status of the blue card. This includes notice of a suspension or cancellation of a blue card.

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